

UNCLASSIFIED RESTRICTED CONFIDENTIAL SECRET (SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)			
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO		INITIALS	DATE
1	Chief, Organization & Methods Staff (DD/P Area)	<i>Lab</i>	<i>9 Nov 54</i>
2	Chief, Management Staff	<i>[Signature]</i>	<i>17</i>
3	<i>Chief, Plans & Eval. Staff ADP</i>	<i>[Signature]</i>	
4			
5			
FROM		INITIALS	DATE
1	Chief, Records Management Div.	<i>[Signature]</i>	<i>4 Nov 54</i>
2			
3			
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> ACTION <input checked="" type="checkbox"/> COMMENT <input checked="" type="checkbox"/> OR CONCURRENCE </div> <div style="width: 30%;"> <input type="checkbox"/> INFORMATION <input type="checkbox"/> DIRECT REPLY <input type="checkbox"/> PREPARATION OF REPLY <input type="checkbox"/> RECOMMENDATION </div> <div style="width: 30%;"> <input checked="" type="checkbox"/> SIGNATURE <input type="checkbox"/> RETURN <input type="checkbox"/> DISPATCH <input type="checkbox"/> FILE </div> </div> <p> REMARKS: The SF 50 Staff Study, concurred in by the Comptroller and the D/S, proposes use of a modified SF 50 in lieu of SF 52 in authentication & notification of official personnel actions on employees paid from confidential funds. has reviewed the study and we feel that its recommendation is sound; adoption would save the Agency money and eliminate confusion and errors. I therefore recommend your concurrence and signature. </p> <p> The PO will modify SF 50 and amend </p>			
<div style="display: flex; justify-content: space-around;"> SECRET CONFIDENTIAL RESTRICTED UNCLASSIFIED </div>			

FORM 30-4
SEP. 1947

16-63794-1 U. S. GOVERNMENT PRINTING OFFICE

25X1A9A

25X1

UNCLASSIFIED		RESTRICTED		CONFIDENTIAL		SECRET	
(SENDER WILL CIRCLE CLASSIFICATION TOP AND BOTTOM)							
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP							
TO		INITIALS	DATE				
1	Chief, Management Staff						
2							
3							
4							
5							
FROM		INITIALS	DATE				
1	<div style="border: 1px solid black; width: 100px; height: 15px;"></div>	<i>Z</i>	12/29/54				
2							
3							
<div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> APPROVAL</div> <div style="width: 33%;"><input type="checkbox"/> INFORMATION</div> <div style="width: 33%;"><input type="checkbox"/> SIGNATURE</div> <div style="width: 33%;"><input type="checkbox"/> ACTION</div> <div style="width: 33%;"><input type="checkbox"/> DIRECT REPLY</div> <div style="width: 33%;"><input type="checkbox"/> RETURN</div> <div style="width: 33%;"><input type="checkbox"/> COMMENT</div> <div style="width: 33%;"><input type="checkbox"/> PREPARATION OF REPLY</div> <div style="width: 33%;"><input type="checkbox"/> DISPATCH</div> <div style="width: 33%;"><input type="checkbox"/> CONCURRENCE</div> <div style="width: 33%;"><input type="checkbox"/> RECOMMENDATION</div> <div style="width: 33%;"><input type="checkbox"/> FILE</div> </div> <p>Remarks: Attached is the MS copy of the staff study on use of SF-50, Notification of Personnel Action. I do not believe your current questions are answered in the study nor will the recommended action eliminate the need for two forms on every personnel action.</p>							
<div style="display: flex; justify-content: space-between;"> <div>SECRET</div> <div>CONFIDENTIAL</div> <div>RESTRICTED</div> <div>UNCLASSIFIED</div> </div>							

FORM NO. 30-4 SEP1947 16-68548-1 U. S. GOVERNMENT PRINTING OFFICE

25X1A9A